



## APPLICATION FOR BROWNFIELDS CLEANUP REVOLVING LOAN FUND

The purpose of the program is to provide below market rate loans to facilitate the cleanup of commercial or industrial properties (Brownfields) contaminated with hazardous materials in order to promote job creation, to revitalize abandoned properties within communities, and to protect the environment. Loan funds are available for environmental remediation activities undertaken by eligible parties that plan to expand, redevelop or develop for the first time.

### SUBMIT:

- \* ONE SIGNED AND COMPLETE APPLICATION
- \* SUPPORTING INFORMATION
- \* A NON-REFUNDABLE \$250 APPLICATION FEE (in the form of a check payable to the "State of New Hampshire-D.E.S.", state and local government including counties and political subdivisions are exempt.)

### TO:

NH DES/Waste Management Division  
Brownfields Program  
BCRLF Coordinator  
P.O. Box 95  
Concord, NH 03302-0095

If you have any questions please contact BCRLF Coordinator at (603) 271-2987.

---

### I. APPLICANT/BORROWER:

Applicant/Proposed Owner's Name: \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Fax Number \_\_\_\_\_  
Email \_\_\_\_\_  
Form of Ownership:    Proprietor \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_  
Tax ID Number \_\_\_\_\_  
Type of Business \_\_\_\_\_  
Date of Incorporation \_\_\_\_\_  
Purpose of ReDevelopment \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe the applicant's capacity to develop and manage the proposed redevelopment project including real estate professionals on staff and/or planned use of consultants. If the applicant is a developer, describe real estate development and management experience as it relates to the proposed project. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**II. COAPPLICANT/COBORROWER:**

Applicant/Proposed Owner’s Name: \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Fax Number \_\_\_\_\_  
Email \_\_\_\_\_  
Form of Ownership:    Proprietor \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_  
Tax ID Number \_\_\_\_\_  
Type of Business \_\_\_\_\_  
Date of Incorporation \_\_\_\_\_  
Purpose of ReDevelopment \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe the applicant’s capacity to develop and manage the proposed redevelopment project including real estate professionals on staff and/or planned use of consultants. If the applicant is a developer, describe real estate development and management experience as it relates to the proposed project. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ENVIRONMENTAL REMEDIATION PROJECT**

Describe your Remedial Action Plan for the site and attach a copy of the report and the time frame for implementation. . \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ELIGIBILITY CERTIFICATIONS**

Did the applicant cause, or contribute to, the release of contamination? \_\_\_\_\_  
Did the applicant own or operate the site when the release occurred? \_\_\_\_\_  
Does the applicant have a familial or business relationship with the potentially responsibly party? If yes, please describe. \_\_\_\_\_  
\_\_\_\_\_

Is the site the location (or former location) of a gasoline dispensing facility and if so is the remediation/redevelopment project eligible for funding under the NH Petroleum Reimbursement Funds? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is the applicant subject to any outstanding administrative or judicial environmental enforcement action? Is so, has a settlement with the Attorney General’s Office and the NHDES been reached? \_\_\_\_\_  
\_\_\_\_\_

**PROPOSED REDEVELOPMENT PROJECT**

Location of the proposed project: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## PROJECT DESCRIPTION

Please provide a narrative description of the development concept, including the number of buildings and square footage, the anticipated building occupants, the terms of the leases, and the tenant improvements, including costs, that these occupants will require. (Attach addendum if needed). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## CONDITION OF THE SITE

For each building, supply number of stories, age, condition and any existing specialized building improvements.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate proximity of major transportation links, business services and/or other amenities of importance to occupants. Attach a neighborhood map showing the project site and the location of the items listed above (attach pages as necessary) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## FINANCIAL INFORMATION

List all bank relationships, and provide details of existing bank loans and other debt. Include names of bank officers: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

May we contact? \_\_\_\_\_

Describe any contingent liabilities, suits, or disciplinary actions, etc. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Indicate whether applicant/owner or any occupant has ever filed for bankruptcy or protection against creditors. If yes, please give an explanation. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ECONOMIC PHYSICAL IMPACT

Please describe other economic/physical revitalization that your project will encourage as well as any community benefits. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How many employees does the company currently employ? \_\_\_\_\_

How many new employees will be hired as a result of this project? \_\_\_\_\_

## TOTAL PROJECT COSTS

Indicate the estimated total project costs. Please be sure to indicate all terms directly attributable to the cost of the project and attach a breakdown of itemizing these costs where noted. An itemized budget will be required prior to project approval. : \_\_\_\_\_

**DESCRIPTION of COST**

Environmental Remediation \_\_\_\_\_  
Land \_\_\_\_\_  
Soil Removal \_\_\_\_\_  
Lead Paint \_\_\_\_\_  
Asbestos \_\_\_\_\_  
Buildings \_\_\_\_\_  
Construction \_\_\_\_\_  
Rehabilitation \_\_\_\_\_  
Improvement \_\_\_\_\_  
Health and Safety Plan \_\_\_\_\_  
  
Soft Costs \_\_\_\_\_  
(i.e. legal, financing fees, permits, etc.)

**TOTAL PROJECT FINANCING**

To be eligible for financing, a project must show that sufficient financing is not available from other sources without agency financing. Please describe your efforts to secure financing from other private and/or public sources and summarize the reasons why participation from the agency is needed (attach pages as necessary). \_\_\_\_\_

**PUBLIC PURPOSE**

Are you a minority owned business enterprise? : \_\_\_\_\_

Describe the positive impact on the minority and lower income community that would be to a BCRLF from NHDES and BFA. : \_\_\_\_\_

Is the project located in a low-income area of a municipality so that employment opportunities of other economic or physical revitalization will become available to residents of such area? : \_\_\_\_\_

**EQUAL OPPORTUNITY QUESTIONNAIRE**

Person on staff responsible for equal opportunity and implementation: \_\_\_\_\_

Overall organization's equal opportunity staffing objectives, implementation strategy and current level of attainment. : \_\_\_\_\_

For this project, organization's plans for equal opportunity vendor contracting: \_\_\_\_\_

## IMPORTANT NOTICE

The agency shall be represented by the NH Business Finance Authority in the review of the terms of the transaction documents and in any related legal matters arising prior to the issuance of the credit facility. All incurred legal fees for said representation shall be the responsibility of the undersigned even if the financing shall fail to close.

### CERTIFICATION:

The undersigned hereby represents and certifies to the best of his/her knowledge and belief that the information contained in the foregoing Statement and exhibits and attachments hereto is true and complete and accurately describes the proposed project, and agrees to promptly inform the agency of any changes in the proposed project which may occur. The undersigned further agrees that acceptance of any form of financial assistance from the agency constitutes its agreement to include the agency in any public relations events or materials related to the project, and to cooperate with and permit the agency to publicize its involvement, for marketing and public relation purposes, in the financing, including, but not limited to, signage, press releases, public events and promotional materials.

To the best of my knowledge, the data and information, which I have submitted to obtain the BCRLF financing from the New Hampshire Department of Environmental Services, are true and correct.

Borrower: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Co-Borrower: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

---

No liability is incurred by the State by reason of any approval for BCRLF funding. Approval by the NH Business Finance Authority and the New Hampshire Department of Environmental Services is based on information supplied by the applicants. No guarantee is intended or implied by reason of any advice given by the Department or its staff.